

Theme Community Meeting Notes

January 14, 2021 (1:00-2:30 PM ET)

Attendees

FGDC Staff

Name	Agency	Role(s)		Name	Agency	Role(s)	
Lorna Schmid	USGS	FGDC OS	✓	James Irvine	USGS	FGDC OS-CS	✓
John Mahoney	USGS	FGDC OS		Robin Hoban	USGS	FGDC OS-CS	✓
Lynda Wayne	USGS	FGDC OS-CS	✓	Susan Harris	USGS	FGDC OS-CS	✓

Theme Community

Theme	Theme Lead/Co-Lead	✓	Agency	Proxy
Address	Matt Zimolzak	✓	US Census Bureau	
Address	Steve Lewis	✓	DOT	
Biodiversity and Ecosystems	Marcia McNiff	✓	USGS	
Cadastral	Dominica VanKoten	✓	BLM	
Climate and Weather	Kari Sheets		NOAA	
Cultural Resources	Deidre McCarthy	✓	NPS	
Elevation	Ashley Chappell Hill	✓	NOAA	
Elevation	Susan Buto	✓	USGS	
Geodetic Control	Daniel Roman		NOAA	
Geology	Paul Godfriaux	✓	BOEM	
Geology	Dave Soller		USGS	
Governmental Units	Dierdre Bevington-Attardi	✓	US Census Bureau	Sara Cassidy
International Boundaries	Lee Schwartz		DOS	Eric Doornbos
Imagery	Greg Snyder		USGS	
Imagery	John Mootz	✓	USDA	
Land Use - Land Cover	Jim Ellenwood	✓	USFS	
Land Use - Land Cover	Brad Reed		USGS	Jon Dewitz
Real Property	Valerie Butler		GSA	
Soils	Drew Kinney	✓	USDA	
Transportation	Derald Dudley	✓	DOT	
Utilities - Offshore	Jeff Harris	✓	BSEE	
Utilities - Terrestrial	TBD			
Water - Inland	Megan Lang	✓	FWS	
Water - Inland	Rebecca Anderson	✓	USGS	
Water - Oceans and Coasts	Patrick Keown	✓	NOAA	

Other Attendees

David Carter, DOI; Roger Johnson NPS, Andy Archer, BOEM; Mark Ames, BLM; Chris McDonald, BLM; Lisa Delmonico; Josefa Baker, USGS; Kelly Carignan; Kerby Dobbs, BOEM; Beth Wenstrom, BOEM; Lora Turner, BOEM; Doug Nedrich, BOEM; Steve Schwartz, BOEM; Gita Urban-Mathieux; Troy Warburton, USFS; Ryan Longhenry, USGS; Rob Dollison, USGS; Ted Payne, HUD; Jeremy Smith, BOEM; Julie Prior-Magee; Mitch Bergeson; Jeff Danielson; Kiara Ray; Dom Menegus, BTS; Shawn Maddock; Jeremy Smith; Jason Stoker; Christine Taylor, BOEM; Gita Urban-Mathieux, USGS; Robert Fernandez, FAA; Mei-Ling Freeman, NOAA; Travis Blackletter; Jeff Johnson; Raquel Wright; Steve Peaslee; Stephen Roeker

Agenda

- ❖ Welcome and Roll Call
- ❖ GDA Reporting Review
 - ❖ Timeline
 - ❖ Lead Covered Agency (LCA) Report Template Mark A
 - ❖ Covered Agency (CA) Reports
- ❖ NGDA Baseline Standards Inventory – Reported to OMB
- ❖ NGDA Metadata Review – Status
- ❖ NGDA Theme Changes
 - ❖ Pending NGDA Portfolio Changes
- ❖ NGDA Inventory & POC Updates
- ❖ Open Discussion

Summary of New and Ongoing Actions

Responsible Party	Description
Theme Leads and Dataset Managers	<ul style="list-style-type: none">• NEW: NGDA Criteria and Process - Any Theme Leads who have questions about the criteria or process for nominating new NGDA Datasets or making changes to existing NGDA Datasets, follow up with the Portfolio Management Team (NGDATeam@FGDC.gov).• NEW: Theme Community POC Validation Email - If you receive an email from Lorna requesting validation of contact information for the Theme Community POC list, please respond.• Ongoing: MS Team Room for Reports - Any Theme Leads who would like Lorna to set up a Teams room for Theme to use in gathering information from Dataset Managers and others for the GDA LCA reports, please email NGDATeam@FGDC.gov with that request.• Ongoing (FINAL CALL): NGDA Baseline Standards Inventory – Dataset Managers please complete the baseline inventory survey for all NGDA. Contact NGDATeam@FGDC.gov with any questions or issues. <i>Final results of the inventory will be included in the Lead Covered Agency (Theme) reports.</i>• Ongoing: Use Cases - Provide any available NGDA 'Use Cases' that describe management and delivery of NGDA Datasets supporting the user community. Existing use cases can be included with others being gathered and compiled for GDA reporting and future Theme plan development.

	<ul style="list-style-type: none"> • Ongoing: Metadata Review – Review the email sent by Lorna on 1 November and invitation to MS Teams room sent on 25 October for details and next steps for NGDA metadata review and improvement process. Email the NGDATeam@FGDC.gov with any Teams room access issues or other questions.
Lorna Schmid	<ul style="list-style-type: none"> • NEW: NGDA Process – Follow up with David Carter, Marcia McNiff, and Christine Taylor on discussion about NGDA Datasets nomination and change management criteria and process. • NEW: LCA Template – Update the paragraph in the LCA Template with the NSDI Strategic Plan publication date.

GDA Reporting Review

Lorna: Welcome everyone. For the GDA timeline, there was a proposed timeline presented to the Steering Committee (SC) that extended the date for delivering the report to Congress from 30 March to 30 June. What that allowed us to do is extend out all of the other Covered Agency (CA) and Lead Covered Agency (LCA) reporting timelines and deadlines.

On both timelines, the start and due dates all begin on Monday and end on Friday, except the last one that the period extends to Wednesday. For the CA report, we're beta testing the survey used to capture all the responses from the agencies. An email was sent to the agency points of contact (POC) responsible for completing the survey on how to get their accounts, and we anticipate going live next Monday, the 18th.

For the LCA reports, the template is out to the SC for a vote. On the timeline, the two activities come together on Mar 19th and everything beyond that date will be synchronized. That includes the generation of summary reports and review by agencies and NGAC. There is a team put together to look at how the reports will be reviewed and summarized. The two timelines have been approved and posted on the FGDC website (<https://www.fgdc.gov/organization/steering-committee/meeting-minutes/december-2020/index.html>).

To highlight on the timeline, for LCA between 8 February – 19 March, the Theme Leads will need to complete the template with input from Dataset Managers who may or may not be in their agency but manage datasets within the Theme. And also receive agency review and approval.

The Theme Leads will be receiving a pre-populated template that will have common and Theme-specific information added by the Portfolio Management Team. Section 756 in the GDA covers the requirements for the LCA reports and plans that need to be developed. We've tried to make this first report a baseline, but it will be used moving forward to develop the plans in alignment with Subparagraphs A-D.

Derald Dudley isn't on the line but DOT is working on a Theme report since it came out as a requirement from their Inspector General (IG) audit. I'm going to work with Derald to bring that plan forward as a baseline for the team we're putting together to work on how we're going to

build the plans next year. It's just a heads up for everyone. It gives us a leg up since we'll be working on a templated approach that can be updated with status. For the template that is out for Steering Committee review now, it's going to require info from Theme Leads but also from the NGDA Dataset Managers who are not within the agencies in the Themes in order to be compliant with the GDA. That's really an important point so I want to emphasize that again.

Lead Covered Agency (LCA) Report Template Review

Lorna: There are notes and instructions in the template that will be removed from the final report.

Marcia: It talks about expanding portfolio datasets within the NGDA Themes. Are we really aiming to expand the portfolio or make sure it is up to date? Often, I find that one will be retired, one will be added, etc. Is it more about keeping it current or expanding it?

Lorna: In reading from the law, Subsection B talks about 'providing leadership...for nationwide population of the Theme...' Throughout the GDA, it talks about the right data to meet the need of the Nation. How that happens, the rate that happens, etc. is all to be determined. I think what this is saying is transitioning to meet GDA responsibilities. I don't know I would change this, but I do think there will be changes to become compliant and within the managed plans. It may be different for different Themes.

Chris Taylor: How do we associate to a Theme if it's not obvious?

Lorna: The Office of Management and Budget (OMB) was supposed to release an updated Circular A-16 within one year of the GDA passing. That document is supposed to provide guidance on implementing the GDA. The GDA Working Group (WG) discussed that the OMB Circular A-16 should contain 'what' needs to be done in order to comply with the law and FGDC should deliver technical guidance on 'how' to implement those things. That way those things won't become outdated as things change. The A-16 Supplemental Guidance currently has criteria for being an NGDA. To answer your question, if you have datasets that you think should be NGDA, bring them forward to the NGDA Team (NGDATeam@fgdc.gov) and we can organize meetings.

David Carter: What we're trying to work towards is anything that DOI has in the NGDA Datasets to make sure it is good quality data. The reason we don't want to make a lot of changes right now is because we're making solid connections over to the GeoPlatform and we're going to create services. What we're asking everyone in the DOI Bureaus to do is if you have a change, bring them to Tod Dabolt and me and we'll bring them to the Steering Committee for a vote.

Lorna: You're specifically talking about DOI Bureaus and datasets?

David: Yes, ideally, we'll have a similar process for making services for the other datasets.

Lorna: We can follow up offline with you so the Portfolio Management Team can document the steps.

David: We're very interested in helping you get those out to the public. If you already have a service, that's ideal.

Lorna: There is also a difference between services for NGDA Datasets and services for other datasets. I'm looking forward to further discussion on that. Those are already ongoing and the next generation of the GeoPlatform is getting ready to come out.

Question (via chat): What are the recommendations on what level of agency review and approval is needed for the report, and what Themes have co-leads in different departments, and how will that play out?

Lorna: Good questions. We don't have the guidance from OMB on the A-16 update yet. Each agency will have their own process. That conversation needs to take place with the Senior Agency Officials for Geospatial Information (SAOGI). The Portfolio Team will be happy to facilitate conversations, but the Theme Leads need to have those discussions with their SAOGIs.

To help us with managing the process of getting these reports completed, it would be helpful if you can inform the Portfolio Team of what those processes are, so we have that information.

Lorna: For each part of the law, the section provides a self-assessment for each of the criteria. For this baseline year, we expect that all Themes would have at least 'made progress toward expectations.' For Subparagraph B, progress was made with the NGDA Standards Baseline Inventory that was completed.

The status of the inventory will be placed in the report. If the Theme has 15 datasets and all 15 completed a survey, we would remove the checkmark. We will have a list of what datasets were not included and the Theme Lead will provide a brief explanation of why it wasn't included. The analysis is not completed, but we do have dashboards that will be included in your reports. These are just placeholder graphics, but we will review exactly what needs to be included.

One of the dashboards was created for the Federal Data Strategy (FDS) 2020 Action Plan. Only the percentages were reported to OMB, not the actual numbers. As an example, this graphic shows the Land Use – Land Cover (LULC) Theme results, and all the agencies and subagencies would be shown here. So, for LULC, 13 of 13 datasets filled out a survey, and these are the summary statistics on the standards in use.

Again, we're collecting info that will help develop the plans moving forward.

We'd like the reports to include Subcommittees and Working Groups associated with the Theme as shown in this section. There is an Appendix B which will be removed from final reports, but it provides a reference for the types of information that could be put in the tables (organized by the report tables).

We are not limiting these. We aren't starting from zero and a lot of good work has been going on for years. Section B covers partnerships and partnership programs. The Lifecycle Maturity

Assessments done in the past as part of the A-16 Supplemental Guidance also supports this section. This was really good foundational work done previously. There is no action for the Theme Leads and Dataset Managers in that part of the report.

Section C is on the goals and objectives that support the National Spatial Data Infrastructure (NSDI) Strategic Plan (SP). The NSDI SP was published in October.

Action: Update the LCA template for the correct NSDI publication dates.

Section D covers addressing user needs. This describes multiple activities ongoing across agencies. We identified use cases developed by multiple organizations that can be used by the Themes. This Appendix A will be part of the report moving forward. We're assuming that in addition to what you'll see in Appendix A, your agencies have other use case examples, user needs assessments, etc. and you can populate that part of the report.

Becci: Will the template be updated once the revised OMB A-16 is approved?

Lorna: If the A-16 is approved before the template goes out and there are conflicts, we'll need to address that, but I don't think so. A lot of work went into this template. If it is significant enough, it would be up to the Steering Committee.

Beth: Is FGDC adopting all of the standards identified in the inventory? How are prior (pre-GDA) standards approved? What does the FGDC standard adoption date mean in terms of GDA required compliance dates? (In other words, when would an agency be expected to be in compliance?)

Lorna: The law says in Section 756(b)(3)(A), provide leadership ...assessing the existing standards, anticipating the needed standards and develop a plan to implement the needed standards. So, from all the analysis we've done, we will take the info gathered for the standards inventory and use that for assessing standards. The law also says "the committee shall establish standards for each NGDA data theme." The DOI solicitor reviewed this at Tod Dabolt's request and they came back with was that the timeline for implementing standards won't begin until the standards are assessed and endorsed by FGDC. We need to still do this work, what are the critical standards, which are required, optional, and recommended standards, and then we make that decision and get the Steering Committee to vote on that. The law also states that we have 5 years to implement a standard or the agency will lose funding for updates or changes to the data.

Steve: For our Soils Theme, we've struggled to find the best tools for developing content metadata. FGDC documentation for ISO metadata editors and validation is out of date. Where can we find better guidance on practical matters such as this?

Lorna: Great question and worthy of discussions at a higher level in FGDC. We don't have resources yet to put those things in place. But there have been a lot of discussions, and some agencies do have those tools. Maybe having another metadata summit to talk about those

things and bringing in the GeoPlatform Technical Team for that discussion. Maybe we can include that as part of our planning phase since those tools are really critical.

Troy: That would be pertinent as we're running into some roadblocks in having those tools available.

Lorna: There are some tools out there. It is a matter of analyzing them and endorsing them for the Community to use.

David: We've had some challenges with metadata, but with the next release of GeoPlatform, the metadata will be published to data.gov and then pulled in to GeoPlatform.gov. We need to get better about putting out guidance on how to do that and we need to include for tags.

Lorna: To that end, we do have the NGDA Guidelines and we'll be working with the GeoPlatform team to talk through updates needed to the Guidelines for that automated process.

Matt: When can agencies expect the prepopulated reports to be disseminated?

Lorna: That will occur on 8 February but that is assuming the Steering Committee approves the template. The Portfolio Team gets two weeks to populate the templates.

Beth: The FGDC website already lists endorsed standards, which is a little confusing if I understand you to be saying we are still in the act of performing the standards assessment? Can you explain?

Lorna: Yes, there are lots of places in the FGDC website and it was discussed recently. We will be updating the website to reflect this work in progress.

Covered Agency (CA) Reports

Lorna: I want to highlight that all Lead Covered Agencies are Covered Agencies but not the other way around. The LCA being those that manage a Theme. In this survey, a suite of questions was developed for each of the 13 questions. We are beta testing the survey now, and we anticipate rolling it out to agencies next Monday.

NGDA Standards Baseline Inventory

Lorna: The FDS 2020 were reported to OMB in December. The information reported was just the percentages. But, as I've highlighted, those specific numbers will be highlighted in the LCA reports.

The NGDA Baseline Standards Inventory survey is still open. Any Dataset Manager who would like to complete a survey for their NGDA, within a minute of completing an inventory survey, the dashboards will be updated. If you want your dataset to be included in the Theme reports, please do so now. Our team will be populating the reports beginning this month. If you need assistance with the inventory survey, send an email to NGDATeam@FGDC.gov.

These are the datasets that we don't have a completed inventory for yet.

NGDA	Response/Status	Theme Name	Official NGDA Name	Dataset Manager	Additional POC for Inventory	Department/Agency
43	Alt. POC TBD	Elevation	National Flood Hazard Layer (NFHL)	Beth Norton		Department of Homeland Security
9	Alt. POC TBD	Cadastre	BIA Indian Lands Dataset (Indian Lands of the United States)	Steven Mesa	Peggy Deaton	Department of the Interior
195	Alt. POC TBD	Cadastre	BAmerican Indian Reservations (AIR) Exterior Extent Boundaries	Steven Mesa	Peggy Deaton	Department of the Interior
141	Not Submitted	Transportation	Airports (National) - National Geospatial Data Asset (NGDA) Airports	Brian Murphy	Dennis Nicholas	Department of Transportation
147	Not Submitted	Transportation	Runways (National) - National Geospatial Data Asset (NGDA) Runways	Brian Murphy	Dennis Nicholas	Department of Transportation
148	Not Submitted	Transportation	Fixed-Guideway Transit Lines (National) - National Geospatial Data Asset	Derald Dudley		Department of Transportation
151	Not Submitted	Transportation	Waterway Locks (National) - National Geospatial Data Asset (NGDA) Locks	Joel Schiagel	Justin Pummell	Department of Defense
152	Not Submitted	Transportation	Ports (National) - National Geospatial Data Asset (NGDA) Ports	Joel Schiagel	Justin Pummell	Department of Defense
153	Not Submitted	Transportation	Navigable Waterway Routes (National) - National Geospatial Data Asset	Joel Schiagel	Justin Pummell	Department of Defense
154	Not Submitted	Transportation	Navigable Waterway Nodes (National) - National Geospatial Data Asset	Joel Schiagel	Justin Pummell	Department of Defense
157	Not Submitted	Utilities	Outer Continental Shelf Oil and Natural Gas Pipelines - Gulf of Mexico Region	Jeff Harris		Department of the Interior
158	Not Submitted	Utilities	Outer Continental Shelf Oil and Natural Gas Platforms - Gulf of Mexico Region	Jeff Harris		Department of the Interior
4	Not Submitted	Biodiversity and Ecosystems	Terrestrial Ecosystems of the Conterminous United States	Roger Sayre		Department of the Interior
81	Not Submitted	Governmental Units	HUD Entitlement Grantee Jurisdiction	John Huggins		Department of Housing and Urban Development
121	Not Submitted	Real Property	Assisted Housing - Housing Choice Vouchers By Tract	John Huggins		Department of Housing and Urban Development
122	Not Submitted	Real Property	Fair Market Rents (Fair Market Rents For The Section 8 Housing Assistance Program)	John Huggins		Department of Housing and Urban Development
123	Not Submitted	Real Property	HUD Insured Multifamily Properties	John Huggins		Department of Housing and Urban Development
124	Not Submitted	Real Property	FHA Insured Single Family Properties	John Huggins		Department of Housing and Urban Development
126	Not Submitted	Real Property	Sustainable Communities Regional Planning Grantees - National Geospatial Data Asset	John Huggins		Department of Housing and Urban Development
128	Not Submitted	Real Property	FHA Single Family REO Properties For Sale	John Huggins		Department of Housing and Urban Development
129	Not Submitted	Real Property	Public Housing Authorities	John Huggins		Department of Housing and Urban Development
130	Not Submitted	Real Property	Public Housing Buildings	John Huggins		Department of Housing and Urban Development
131	Not Submitted	Real Property	Public Housing Developments	John Huggins		Department of Housing and Urban Development
132	Not Submitted	Real Property	Low Income Housing Tax Credit Properties	John Huggins		Department of Housing and Urban Development
183	Not Submitted	Real Property	Assisted Housing - Multifamily Properties (Assisted) - National Geospatial Data Asset	John Huggins		Department of Housing and Urban Development
161	Not Submitted	Water - Inland	National Levee Database	Brian Vanbokern		Department of Defense
160	Not Submitted	Water - Inland	National Inventory of Dams	Rebecca Ragon		Department of Defense

Metadata Review

With all the work going on right now, we don't have a specific deadline for this effort. But, the NGDA Metadata Guidelines (<https://www.fgdc.gov/technical-guidance>) provide specific information about what is required in a metadata record for ISO and CSDGM. The GeoPlatform Team's work to automate ingestion of metadata is based on those guidelines, but we will be working to update them when the next generation of the GeoPlatform environment rolls out.

Lynda Wayne on our team went into all the metadata records against the Guidelines. We have established a MS Team room that has a Process Guide and Checklist, Summary, and a Log. You can go in and review the specific findings for your metadata record, make updates in that log, and republish that record to data.gov.

That was a manual process for Lynda to go into each metadata record, check for the required elements, and then provide that feedback in the documentation.

Karla: Do the Theme Leads have access to the Standards Inventory dashboard?

Lorna: All Theme Leads and Agency POCs have access to the Theme dashboard. Any Theme Leads who would also like access to the FDS dashboard, send an email to the NGDATeam@fgdc.gov. Just understand that it is still under development.

Pending changes

Lorna: There is one change that USACE put forward for retiring a Cadastre Theme dataset. It hasn't gone forward yet, but we'll work to get that out.

For the DOI NGDA changes, I worked with Theme Leads and Dataset Managers for DOI NGDA that had not been approved in August. I created a document with the changes related to those and sent them via email.

If anyone has other Theme or NGDA changes you'd like to report, please let us know via NGDATeam@fgdc.gov.

We're also working on a contact database. There were so many changes made to the contact list during the standards inventory and other activities last year. We're working on validating those emails and contacts. If you receive an email requesting that validation, please respond.

Action: If you receive an email requesting validation of contact information for the POC list, please respond.

Open discussion

Karla: Is there any update on Phase I report?

Lorna: It's in DOI. I don't know the status, but we'll include an update in the notes.


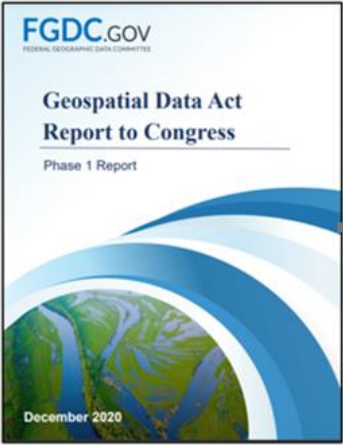
Update – Added 2/2/2021

2020 GDA Report to Congress – Phase I

- Transmitted to Congress last week & posted at:
<https://www.fgdc.gov/gda/gda-reports/gda-report-to-congress-phase-1.pdf>
- Final draft approved by FGDC Steering Committee – December 2020
- DOI/OMB review/correspondence process – Dec/Jan

Submitted to:

- Senate Commerce, Science, and Transportation Committee
- Senate Energy and Natural Resources Committee
- House Science, Space, and Technology Committee
- House Natural Resources Committee



8

Dierdre: The team you want to bring together for the Theme Strategies, what is the timeframe for that?

Lorna: I don't think it will be before March or April. I'll think through that and get back to you on that.

Dierdre: Kudos to Transportation Theme for getting started on that.

Lorna: Absolutely, and Derald will be invited to provide the information at an upcoming Theme meeting.

Mei-Ling: Can I get a copy of the presentation?

Lorna: I'll send a link and it can always be found on the GeoPlatform Communities page once it is published (<https://communities.geoplatform.gov/ngda-portfolio/meetings/>).

I also want to thank you for all your time and say thank you to the Portfolio support team. Jim, Robin, and Lynda and others really do a great job of supporting the portfolio and my work.

Next meeting

Thursday, February 4, 2021 1:00-2:30 PM ET (*Note: revised date – moved from 2 Feb to 4 Feb*)